

THE BOARD OF EDUCATION FOR SPECIAL SERVICES SCHOOL DISTRICT &  
VOCATIONAL TECHNICAL SCHOOL DISTRICT OF THE COUNTY OF SALEM  
BOARD OF EDUCATION MINUTES – DECEMBER 20, 2016

The Regular meeting of the Special Services School District and Vocational Technical School District of the County of Salem Board of Education was held at the Salem County Vocational Technical School, Board Conference Room, Woodstown, NJ, County of Salem, on Tuesday, December 20, 2016 at 7:00 p.m.

The Board Secretary led the group in the Pledge of Allegiance to the Flag.

The Board Secretary called the meeting to order at 7:00 a.m. at which time the following statement was read: “The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Salem County Special Services and Vocational Technical School Districts Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the South Jersey Times and at the entrances of 404 Daretown Road, Elmer, 13 Ramah Road, Bridgeton, 45 Cheney Road, Woodstown, 360 Hollywood Avenue, Carneys Point; and 880 Route 45, Woodstown.

CALL TO ORDER

Members Present: Mr. Linwood Donelson III, Mr. Daryl Halter (left at 8:15 p.m.),  
Mr. David Moffett, Ms. Margaret Nicolosi, Mrs. Julie Smith

Members Absent: Mr. James Davis, Mr. Earl Ransome

Others Present: John Swain, Superintendent; Jennifer Bates, Assistant Superintendent;  
John Bolil, Business Administrator/Board Secretary; Frank Maurer,  
Director of Special Programs/Human Resources, Todd Slimm, Principal  
SCSSSD Cumberland Campus, Jane Whittinghill, Director of Related  
Services and Autism Programs, Marie Alleva, Doug Painter, Freeholder  
Liaison, Public

Moved by Mr. Donelson and seconded by Mr. Halter that the Board of Education approve Minutes and Executive Minutes of the November 22, 2016 Board of Education Meeting.  
*Ayes (4) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mrs. Julie Smith*  
*Noes ( ) Abstain (1) Ms. Margaret Nicolosi Non- Vote ( )*

Moved by Mr. Moffett and seconded by Mr. Donelson that the Board of Education approve the acceptance of Agenda Addenda items for SCVTS of the Superintendent and Business Administrator.  
*Ayes (4) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mrs. Julie Smith*  
*Noes ( ) Abstain (1) Ms. Margaret Nicolosi Non- Vote ( )*

Moved by Mr. Moffett and seconded by Mr. Donelson that the Board of Education approve the acceptance of Agenda Addenda items for SCSSSD of the Superintendent and Business Administrator.  
*Ayes (4) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mrs. Julie Smith*  
*Noes ( ) Abstain (1) Ms. Margaret Nicolosi Non- Vote ( )*

**AUDIENCE PARTICIPATION I / RECOGNITION OF FREEHOLDER  
LIAISON – None**

AUDIENCE  
PARTICIPATION I

**Old Business:** None

**New Business:** None

**Correspondence:** None

PRESENTATIONS

**Presentations:**

- Audit Summary – Ray Colavito
- Upper Pittsgrove Student of the Month – Azaiah Phillips – Not present
- Cumberland Student of the Month - Travis Camp – Not present
- Outstanding Art Instructor – Kimberly Bunting

**(Page 7859)**

**BOARD SECRETARY/BUSINESS ADMINSTRATOR’S REPORT-  
VOCATIONAL TECHNICAL SCHOOL DISTRICT**

Moved by Mr. Halter and seconded by Ms. Nicolosi that the Board of Education approve the following:

BOARD SECRETARY’S REPORT

Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2016. The Board Secretary certifies that no line item account has been over-expended in violation of N.J.A.C. 6A:23-2.12 (a) 1 and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.

**(Pages 7859-7865)**

Business Administrator/Board Secretary	December 20, 2016
	Date

RECONCILIATION OF CASH FOR SCHOOL FUNDS REPORT

Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2016. The Reconciliation of Cash for School Funds Report and Board Secretary’s Report are in agreement for the month of October 2016.

**(Pages 7865-7866)**

Board Secretary in accordance with N.J.A.C. 6A-23-2.12(c)2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

It is recommended that the Board of Education, pursuant to N.J.A.C. 6A:23-2.12(c) 4, certifies that after review of the Secretary’s Monthly Financial reports (Appropriations Section) and upon consultation with the appropriate District officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.12(a) 1 and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.

*Ayes (5) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett,  
Ms. Margaret Nicolosi, Mrs. Julie Smith                      Noes ()                      Abstain ()                      Non- Vote ()*

APPROVE TRANSFERS

Moved by Mr. Halter and seconded by Ms. Nicolosi that the Board of Education approve the transfer list of funds for the month ending September 30, 2016 to November 30, 2016.

**(Page 7866)**

*Ayes (5) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett,  
Ms. Margaret Nicolosi, Mrs. Julie Smith                      Noes ()                      Abstain ()                      Non- Vote ()*

APPROVE WARRANTS

Moved by Mr. Halter and seconded by Ms. Nicolosi that the Board of Education approve the following:

- Bills paid November 2016, December 2016
- Checks Voided November 2016

**(Pages 7866-7869)**

*Ayes (5) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett,  
Ms. Margaret Nicolosi, Mrs. Julie Smith                      Noes ()                      Abstain ()                      Non- Vote ()*

Moved by Mr. Halter and seconded by Ms. Nicolosi that the Board of Education approve the SCVTS 2017-2018 School Year Tuition as follows:

APPROVE THE  
SCVTS 2017-2018  
SCHOOL YEAR  
TUITION

SCVTS Full \$2,800.00  
SCVTS Share Time \$1,400.00

SCVTS Full Time – Out of County \$5,027.00  
SCVTS Shared Time – Out of County \$2,514.00

Ayes (4), Mr. Daryl Halter, Mr. David Moffett, Ms. Margaret Nicolosi, Mrs. Julie Smith  
Noes ( ) Abstain (1) Mr. Linwood Donelson III Non-Vote ( )

Moved by Mr. Halter and seconded by Ms. Nicolosi that the Board of Education approve Primepoint for Salem County Vocational Technical School District. This service is for the tracking of medical benefits and benefit eligibility to satisfy ACA compliance for the district, which we are currently cannot handle in-house. The cost is an estimated annualized total of \$4,710.00.

APPROVE  
PRIMEPOINT FOR  
SCVTS

(Pages 7869-7872)

Ayes (5) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett,  
Ms. Margaret Nicolosi, Mrs. Julie Smith Noes ( ) Abstain ( ) Non-Vote ( )

Moved by Mr. Halter and seconded by Ms. Nicolosi that the Board of Education accept and approve the CAFR for the fiscal year ended June 30, 2016 and the Synopsis of Audit for the fiscal year ended June 30, 2016 and the Corrective Action Plan submitted by the Business Administrator for the Salem County Vocational Technical School District.

ACCEPT &  
APPROVE THE  
CAFR FOR FISCAL  
YEAR ENDED JUNE  
30, 2016

As required by NJSA 18:23-5, the following recommendations of the auditor related to the Salem County Vocational Technical School District were read and discussed:

REC. #	SUBHEADING	CORRECTIVE ACTION APPROVED BY THE BOARD
1	ADMIN. PRACTICES & PROCEDURES	DISTRICT WILL INCREASE TREASURER'S SURETY BOND TO \$175,000.
2	FINANCIAL PLANNING, ACCOUNTING & REPORTING	PROCEDURES TO RECORD BANK TRANSFERS BETWEEN GENERAL ACCOUNT AND PAYROLL WILL REVIEWED AND REVISED TO ENSURE THAT ACTUAL BANK TRANSFERS AGREE TO AMOUNTS RECORDED IN THE DISTRICT'S ACCOUNTING SOFTWARE PROGRAM.
3		CAPITAL LEASES WILL BE DISTRICT SPECIFIC AND CODING CLARIFIED BREAKING OUT SUPPLIES FROM EQUIPMENT WITH THE RECEIPT AND REDEMPTION OF ANY RELATED CAPITAL LEASE AMOUNTS CLEARLY AND SEPARATELY ALLOCATED.
4		CAPITAL LEASES WILL BE DISTRICT SPECIFIC AND BUDGETS REVISED TO MEET CURRENT LEASES AND ANY PROPOSED PURCHASES.
5		REALIGNMENT OF STUDENT ACTIVITIES ACCOUNTING AND MOVE TO IN-HOUSE PAYROLL.

6		AS PART OF THE YEAR END CLOSE OUT PROCEDURES AN ADDITIONAL REVIEW OF THE SPECIAL REVENUE FUND ACCOUNTS RECEIVABLE WILL BE CONDUCTED TO PROVIDE COMPLETE AND ACCURATE TITLE I BALANCES.
7		AS PART OF THE YEAR END CLOSE OUT PROCEDURES AN ADDITIONAL REVIEW OF THE SPECIAL REVENUE FUND ACCOUNTS RECEIVABLE WILL BE CONDUCTED TO PROVIDE COMPLETE AND ACCURATE ABS BALANCES.
8		AS PART OF THE YEAR END CLOSE OUT PROCEDURES AN ADDITIONAL REVIEW OF THE SPECIAL REVENUE FUND ACCOUNTS RECEIVABLE WILL BE CONDUCTED TO PROVIDE COMPLETE AND ACCURATE SBYS BALANCES. DISTRICT NO LONGER RECEIVES THIS GRANT.
NONE	SCHOOL PURCHASING PROGRAM	
NONE	SCHOOL FOOD SERVICE	
9	OTHER ENTERPRISE FUNDS	REVIEW OF RECEIVABLES TO DETERMINE COLLECTABILITY IN BCCEC/ETTC.
10	STUDENT BODY ACTIVITIES	REVIEW AND REVISE STUDENT ACTIVITIES PROCEDURES TO ASSURE THAT THE STUDENT ACTIVITIES ACCOUNT IS RECONCILED ON A MONTHLY BASIS.
11	ASSA	AN ADDITIONAL CHECKING STEP OF THE INDIVIDUAL SCHOOLS INFORMATION HAS BEEN PERFORMED TO INSURE CORRECT ENTRY ON THE ASSA REPORT.
NONE	PUPIL TRANSPORTATION	
NONE	FACILITIES AND CAPITAL ASSETS	
12	MISC.	ADDITIONAL STAFFING AS WELL AS REASSIGNMENT OF SUPERVISION AND PERFORMANCE OF DUTIES WILL BE IMPLEMENTED.
STATUS OF P/Y FINDINGS		
1		MOVE TO IN-HOUSE PAYROLL
2		DATA IS NOW INPUT IN A TIMELY MANNER TO ALLOW FOR AGREEMENT OF RECORDS.
3		AS PART OF THE YEAR END CLOSE OUT PROCEDURES AN ADDITIONAL REVIEW OF

		THE SPECIAL REVENUE FUND ACCOUNTS RECEIVABLE WILL BE CONDUCTED TO PROVIDE COMPLETE AND ACCURATE TITLE I BALANCES.
4		AS PART OF THE YEAR END CLOSE OUT PROCEDURES AN ADDITIONAL REVIEW OF THE SPECIAL REVENUE FUND ACCOUNTS RECEIVABLE WILL BE CONDUCTED TO PROVIDE COMPLETE AND ACCURATE ABS BALANCES.
5		AS PART OF THE YEAR END CLOSE OUT PROCEDURES AN ADDITIONAL REVIEW OF THE SPECIAL REVENUE FUND ACCOUNTS RECEIVABLE WILL BE CONDUCTED TO PROVIDE COMPLETE AND ACCURATE SBYS BALANCES. DISTRICT NO LONGER RECEIVES THIS GRANT.
6		REVIEW OF RECEIVABLES TO DETERMINE COLLECTABILITY IN BCCEC/ETTC.

**(Page 7872)**

*Ayes (4) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mrs. Julie Smith*  
*Noes ( ) Abstain (1), Ms. Margaret Nicolosi Non- Vote ( )*

Moved by Mr. Halter and seconded by Ms. Nicolosi that the Board of Education approve Access Ability, of Bethlehem, PA, to service the vertical wheelchair lift in the SCVTS Multi-Purpose Room for \$395 for one maintenance visit per year.

APPROVE ACCESS ABILITY TO SERVICE THE VERTICAL WHEELCHAIR LIFT IN THE SCVTS MULTI-PURPOSE ROOM

**(Page 7872)**

*Ayes (5) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Ms. Margaret Nicolosi, Mrs. Julie Smith*  
*Noes ( ) Abstain ( ) Non- Vote ( )*

Moved by Mr. Halter and seconded by Ms. Nicolosi that the Board of Education approve K12USA, from Island Heights, New Jersey, for a service subscription to MessageGuard Appliance for our e-mail archiving appliance system for one year (February 22, 2017 to February 21, 2018) for \$1,050.00.

APPROVE K12USA FOR A SERVICE SUBSCRIPTION TO MESSAGEGUARD APPLIANCE

**(Page 7873)**

*Ayes (5) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Ms. Margaret Nicolosi, Mrs. Julie Smith*  
*Noes ( ) Abstain ( ) Non- Vote ( )*

Moved by Mr. Halter and seconded by Ms. Nicolosi that the Board of Education approve the revised SCVTS' School Integrated Pest Management Plan. The plan was previously approved at the August board meeting but as of November 1<sup>st</sup> the school changed and approved at the October board meeting a new contractor, Hoffman's Exterminating Company, Inc., from Mantua, New Jersey.

APPROVE THE REVISE SCVTS SCHOOL INTEGRATED PEST MANAGEMENT PLAN

**(Page 7873-7877)**

*Ayes (5) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Ms. Margaret Nicolosi, Mrs. Julie Smith*  
*Noes ( ) Abstain ( ) Non- Vote ( )*

**Superintendent's Report – Vocational Technical School District**

**Personnel:**

Moved by Ms. Nicolosi and seconded by Mr. Donelson that the Board of Education approve the following:

APPROVE PERSONNEL

- Employment of Samuel DeShields as a full time Level III Custodian Step 3 \$24,584 (prorated) to begin December 14, 2016.
- Employment of Benjamin Winch as a part time Step 1 Custodian at the rate of \$11.78 per hour (no benefits) to begin December 13, 2016.
- Employment of MaryJane Brace as a part time Step 6 Food Service Aide at the prorated rate of \$85% of \$12,667 (no benefits) to begin December 5, 2016.
- Resignation of MaryJane Brace, part-time food service aide, effective December 12, 2016.  
**(Page 7877)**
- The increase in minimum wage from \$8.38 to \$8.44 an hour. This increase is recommended for the first pay in January 2017.
- Resignation of Paula Leo, Math Instructor, effective January 27, 2017.  
**(Page 7878)**
- Resignation of David Scott, Jr., part-time custodian, effective December 23, 2016.  
**(Page 7878)**
- The retroactive longevity pay for Stephanie Petrolongo at \$600. Mrs. Petrolongo was overlooked for this pay which was due to her.

*Ayes (4) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mrs. Julie Smith  
Noes ( ) Abstain (1), Ms. Margaret Nicolosi Non- Vote ( )*

**Comment:** Ms. Nicolosi asked what the impact on our budget the increase in minimum wage would have and did we budget for it?

**Response:** Mr. Bolil noted it only effects our student workers and that it was not factored into the budget.

APPROVE  
PROFESSIONAL  
DEVELOPMENT

**Professional Development**

Moved by Mr. Donelson and seconded by Mr. Halter that the Board of Education approve the following professional development activities and costs associated with the activities.

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
Best Practices for Improving Classroom Management, 12 Centre Drive, Monroe Twp., NJ, December 2, 2016 <b>(Mileage and registration approved at November 22, 2016 Board Meeting)</b>	Nicole Pham	\$27.37 (tolls)	\$27.37 Acct # 11-140-100-580-55-002
NJASA Techspo Conference, Atlantic City, NJ, January 26-27, 2017 <b>(Mileage and tolls approved at the November 22, 2016 meeting)</b>	Karlyle Adams	\$425.00 registration	\$425.00 (NCLB IIA - effective classroom use of technology)

Section 504 in New Jersey Seminar at the Wyndham Hotel in Mount Laurel, NJ, February 10, 2017	Katie Belutty	\$27.90 (mileage) \$199.99 (registration)	\$227.89 mileage and registration – Acct# 11-000-240-580-38-001
Section 504 in New Jersey Seminar at the Wyndham Hotel in Mount Laurel, NJ, February 10, 2017	Jason Helder	\$21.70 (mileage) \$224.98 (registration and seminar manual)	\$246.68 mileage and registration – Acct# 11-000-240-580-38-001
Power School Users Group – NJ Conference, Atlantic City Convention Center, Atlantic City, NJ, March 6, 2017 – March 8, 2017	Helen Hoffman	\$38.75 (mileage) \$300.00 (registration fee) \$385.00 (hotel and meal costs)	\$502.98 Mileage, registration, hotel and meal costs – Acct# 11-000-230-580-28-001
Tech Talk Live 2017, Burle Business Park, Lancaster, PA, May 1, 2017 - May 3, 2017	Karlyle Adams	\$350.00 reg. \$89.00 hotel/each night \$31.62 mileage \$10.00 tolls \$10.00 parking/each night	\$678.62

*Ayes (4) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mrs. Julie Smith  
Noes ( ) Abstain (1), Ms. Margaret Nicolosi Non- Vote ( )*

**Programs:**

Moved by Mr. Halter and seconded by Ms. Nicolosi that the Board of Education approve the following:

APPROVE PROGRAMS

- Additional funds awarded by the State of New Jersey for the FY16 Secondary Perkins Grant in the amount of \$19,734. A revised Perkins Spending Plan for Secondary funds is also being recommended for approval to expend these funds. A roll call vote is requested.

**(Pages 7878)**

*Roll call vote: Ayes (5) Mr. Linwood Donelson, Mr. Daryl Halter, Mr. David Moffett, Mrs. Julie Smith  
Noes (0) Abstain (1) Ms. Margaret Nicolosi Non Vote (0)*

*Motion carried*

- Modifications to the 2016-2017 Perkins Post-Secondary Spending Plan due to changes in prices and program needs.

**(Pages 7878-7879)**

*Ayes (4) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mrs. Julie Smith  
Noes ( ) Abstain (1), Ms. Margaret Nicolosi Non- Vote ( )*

- Accept 2015-16 carryover funds from the NJDOE for the No Child Left Behind Consolidated Title IA and Title IIA Grant. The funds will be used during the 2016-17 school year to improve program offerings.

Title IA           \$28,691  
Title IIA           \$10,237

*Ayes (4) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mrs. Julie Smith  
Noes ( ) Abstain (1), Ms. Margaret Nicolosi Non- Vote ( )*

- The Salem County Vocational Technical School Adult Education Program to become a Test Site for the National Work Readiness Credential to assess career readiness in partnership with the National Work Readiness Council, a national non-profit workforce

development, training and advocacy organization. Students taking the career readiness assessment will be registered through the Salem County One-Stop. The cost for the National Work Readiness Credential is \$2,750 for 50 learners which includes access to curriculum, assessments and the credential. This test site agreement expires November 29, 2017.

**(Pages 7879-7880)**

- An Authorized Test Center Agreement with Certiport and the Salem County Vocational Technical School District to offer Microsoft Office Certification Exams for the Salem County community through an agreement with the Salem County One-Stop. All students are enrolled in the Microsoft Office Program by the Salem County One-Stop. The cost for the certification exams is \$1,557.50.  
**(Pages 7881-7885)**
- The Memorandum of Understanding with Data Recognition Corporation to operate the SCVTS TASC Test Center for GED testing at the SCVTS campus, as well as the Salem County Correctional Facility, the Cumberland County Correctional Facility and the Salem County One Stop. This Memorandum of Understanding is effective January 1, 2017 to December 31, 2020.  
**(Pages 7885-7887)**
- One hundred and twenty (120) students and twelve (12) chaperones to participate in the Seventeenth Annual Air Force Junior ROTC Ball on Friday, January 27, 2016 from 6:30pm to 10:00pm at the Riverview Inn in Pennsville, NJ.

**Cost to Student:**

120 x \$40.00 per student            \$4800.00 (Acct # ROTC Student Activity)  
Entertainment (DJ)                    \$ 300.00 (Acct # ROTC Student Activity)

**Cost to District:**

12 x \$40.00 per chaperone        \$ 480.00 (Acct #11-401-100-610-029-02)

- The curriculum in action field trips for the Salem County Vocational Technical Schools. Experiences for approval are listed in the chart below.

<b>Curriculum in Action Experience</b>	<b>Attendees</b>	<b>Date</b>	<b>District Cost</b>
AACA Auto Museum Inc., Hershey, PA  <b>Trip approved at October 18, 2016 Board Meeting. Requesting approval for cost of admission.</b>	Thirteen(13) Auto Collision students and one (1) chaperone	November 21, 2016	\$55.00 Acct# 11-310-100-610-05-002
Field Street School, Food Nutrition Demonstration, 144 Field Street, Penns Grove, NJ	Ten (10) Academy of Ag students and one (1) chaperone	November 29, 2016	\$131.25 SCVTS Bus Driver (Acct# 11-000-270-512-53-002)
Field Street School, Food Nutrition Demonstration, 144 Field Street, Penns Grove, NJ	Ten (10) Academy of Ag students and one (1) chaperone	December 20, 2016	\$131.25 SCVTS Bus Driver (Acct# 11-000-270-512-53-002) \$85.00 Substitute



Automotive Training Center Tour, Warminster, PA	Thirty (30) Auto Tech students and one (1) chaperone	January 13, 2017	\$307.18 BR Williams (Acct# 11-000-270-512-06-002) \$85.00 Substitute
EIRC Live Surgery Workshop, Camden County College, Blackwood, NJ	Fifteen (15) Adult Education Students and two (2) chaperones	January 13, 2017	\$307.18 BR Williams
Boston Outpatient Rehab Facility Tour, Pennsville, NJ	Fifteen (15) Allied Health students and one (1) chaperone	January 19, 2017 (January 26, 2017 - alternate date due to bad weather, if needed)	\$150.00 SCVTS Bus Driver (Acct# 11-000-270-512-03-002) \$85.00 Substitute
BCIT – HOSA Southern Regional Conference, 695 Woodland Road, West Hampton, NJ	Five (5) Allied Health students and one (1) chaperone	January 21, 2017	\$400.00 BR Williams (Acct# 11-000-270-512-03-002)
HOSA State Conference Union County Tech, Scotch Plains, NJ	Fifteen (15) Allied Health students and one (1) chaperone	March 18, 2017 and March 19, 2017 (Not overnight)	\$300.00 SCVTS Bus Driver HOSA Student Activity Account
Salem County Special Services, Cumberland Campus, Salem Campus, Classroom Observation/Student Interaction	Ten (10) Childcare students and one (1) chaperone	Winter 2016/Spring 2017	\$137.50 SCVTS Bus Driver (Acct# 11-000-270-512-04-002) \$85.00 Substitute
Head Start/Early Head Start, Classroom Observation/Student Interaction, Penns Grove, NJ	Fifteen (15) Childcare students and one (1) chaperone	Winter 2016/Spring 2017	\$100.00 SCVTS Bus Driver (Acct# 11-000-270-512-04-002) \$85.00 Substitute

- Fundraising activities for the Career and Technical High School for the 2016-2017 school year. In accordance with Board of Education Policy 6660, the individual responsible for conducting the fundraiser must submit proof of receipts and disbursements to the Business Administrator after the activity is completed.

	<b>ORGANIZATION</b>	<b>ACTIVITY</b>	<b>DATE OR WEEK OF THE ACTIVITY</b>
A.	Class of 2020	Yankee Candle Sale	March 13, 2017 – April 10, 2017
B.	Class of 2020	Cinderella Cheesecake Fundraiser Prices range from \$20 - \$25 each	February 21, 2017 – March 7, 2017
C.	NTHS	4th Annual Yard Give Charity Event	April 29, 2017 (7am – 1pm)

Ayes (5) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett,  
Ms. Margaret Nicolosi, Mrs. Julie Smith Noes () Abstain () Non- Vote ()

**Old Business:** None

**Information Reports**

- CTHS Principals Report
- CTHS Discipline Report
- SCVTS Program Enrollment Report

**(Pages 7888-7890)**

Moved by Mr. Halter and seconded by Mr. Donelson that the Board of Education accept and approve the Monthly HIB Report SCVTSD (May Be Appropriate for Closed Session)

**(Page 7890)**

Ayes (5) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett,  
Ms. Margaret Nicolosi, Mrs. Julie Smith Noes () Abstain () Non- Vote ()

Moved by Mr. Halter and seconded by Mr. Donelson that the Board of Education approve the Agreement between the Vocational Technical School District of the County of Salem and the Salem County Vocational Technical School Employees Association effective July 1, 2016 to June 30, 2019.

**(Pages 7890-7904)**

Ayes (4) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mrs. Julie Smith  
Noes () Abstain (1) Ms. Margaret Nicolosi Non- Vote ()

**BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORT-  
SPECIAL SERVICES SCHOOL DISTRICT**

Moved by Ms. Nicolosi and seconded by Mr. Halter that the Board of Education approve the following:

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2016. The Board Secretary certifies that no line item account has been over-expended in violation of N.J.A.C. 6A:23-2.12 (a) 1 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

**(Pages 7904-7909)**

	December 20, 2016
Business Administrator/Board Secretary	Date

Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2016. The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the month of October 2016.

**(Pages 7910-7911)**

Board Secretary in accordance with N.J.A.C. 6A-23-2.12(c)2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

It is recommended that the Board of Education, pursuant to N.J.A.C. 6A:23-2.12(c) 4, certifies that after review of the Secretary's Monthly Financial reports (Appropriations Section) and upon consultation with the appropriate District officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.12(a) 1 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

Ayes (5) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett,  
Ms. Margaret Nicolosi, Mrs. Julie Smith Noes () Abstain () Non- Vote ()

ACCEPT &  
APPROVE THE  
MONTHLY HIB  
REPORT SCVTSD

APPROVE THE  
AGREEMENT  
BETWEEN THE  
VTSD & SCVTSEA  
EFFECT JULY 1,  
2016 TO JUNE 30,  
2019

BOARD  
SECRETARY'S  
REPORT

RECONCILIATION  
OF CASH FOR  
SCHOOL FUNDS  
REPORT

Moved by Ms. Nicolosi and seconded by Mr. Halter that the Board of Education approve the transfer of funds for the months ending September 30, 2016 to November 30, 2016.

APPROVE TRANSFERS

(Page 7911)

Ayes (5) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Ms. Margaret Nicolosi, Mrs. Julie Smith Noes ( ) Abstain ( ) Non- Vote ( )

Moved by Ms. Nicolosi and seconded by Mr. Halter that the Board of Education approve the following:

APPROVE WARRANTS

- Board Payment Approval List November 2016

(Pages 7911-7913)

Ayes (5) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Ms. Margaret Nicolosi, Mrs. Julie Smith Noes ( ) Abstain ( ) Non- Vote ( )

**BOARD SECRETARY/BUSINESS ADMINSTRATOR'S NEW BUSINESS SPECIAL SERVICES SCHOOL DISTRICT**

Moved by Ms. Nicolosi and seconded by Mr. Halter that the Board of Education approve the 2016-2017 Transportation Contracts and Contract Addenda.

APPROVE THE 2016-2017 TRANSPORTATION CONTRACTS

(Page 7913)

Ayes (4) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mrs. Julie Smith Noes ( ) Abstain (1), Ms. Margaret Nicolosi Non- Vote ( )

Moved by Mr. Donelson and seconded by Ms. Nicolosi that the Board of Education adjourn into Executive Session I, from which the general public is excluded, to discuss a personnel item. The results of this session will be made public immediately after or as soon thereafter as a decision is reached, if permitted by law (8:18 p.m.). Unanimously Approved

INTO EXECUTIVE SESSION I

Items discussed:

SCVTS Contract

Moved by Mr. Halter and seconded by Mr. Donelson that the Board of Education adjourn from Executive Session I (8:25 p.m.)

OUT OF EXECUTIVE SESSION I

Unanimously Approved

Moved by Mr. Donelson and seconded by Ms. Nicolosi that the Board of Education go into regular session 8:26 p.m. approve G2 with wording changes.

APPROVE THE QSAC DISTRICT IMPROVEMENT PLAN FOR SCSSSD

Ayes (5) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Ms. Margaret Nicolosi, Mrs. Julie Smith Noes ( ) Abstain ( ) Non- Vote ( )

Moved by Mr. Donelson and seconded by Mr. Moffett that the Board of Education approve the QSAC District Improvement Plan for Salem County Special Services School District.

(Pages 7913-7914)

Ayes (3) Mr. Linwood Donelson III, Mr. David Moffett, Mrs. Julie Smith Noes ( ) Abstain (1) Ms. Margaret Nicolosi Non- Vote ( )

**Comment: Ms. Nicolosi recommended wording changes and that we research funding options for EIP possibly funding from 192/193.**

APPROVE AN ADDENDUM BETWEEN ADVANTAGE SECURITY, INC. & SCSSSD

Moved by Ms. Nicolosi and seconded by Mrs. Smith that the Board of Education approve an addendum between Advantage Security, Inc., and Salem County Special Services School District, located at the RDS building. The Addendum as follows:

1. 2 – Genesis HD 180p Varifocal Bullet Cameras

- 2. 2 – Weatherproof Camera Boxes
- 3. Labor, Wire, Hardware

Scope of work: Service ticket #57757 found no video from old cameras at front entrance way and front door. Installation cost \$885.00.

**(Page 7914)**

*Ayes (4) Mr. Linwood Donelson III, Mr. David Moffett, Ms. Margaret Nicolosi, Mrs. Julie Smith*                      *Noes ( )*                      *Abstain ( )*                      *Non- Vote ( )*

Moved by Ms. Nicolosi and seconded by Mrs. Smith that the Board of Education approve to write off the following 2015-2016 receivables for Salem County Special Services School District.

Name	Service	Invoice #	Amount
R. S.	AHS Tuition	C387-15	\$ 7,858.41
	AHS Tuition	C426-15	\$ 1,822.24
	AHS Tuition	C437-15	\$ 2,277.80
	AHS Tuition	C527-15	\$ 1,138.90
<b>Total</b>			<b>\$13,097.35</b>

*Ayes (4) Mr. Linwood Donelson III, Mr. David Moffett, Ms. Margaret Nicolosi, Mrs. Julie Smith*                      *Noes ( )*                      *Abstain ( )*                      *Non- Vote ( )*

Moved by Ms. Nicolosi and seconded by Mrs. Smith that the Board of Education approve to write off the following 2015-2016 receivables for Salem County Special Services School District.

Name	Date	Service	Invoice #	Amount
Lakewood BOE	8/31/14	Extended School Year	C9-15	\$.10
Fairfield Twp. BOE	2/28/15	CST-Related Services	C397-15	\$.50
Stow Creek Township	4/30/15	Non Public Services	C502-15	\$.80
Elmer BOE	5/31/15	Alternative Tuition	C630-15	\$.40
Washington Township	5/31/15	One-On-One Aide	C652-15	\$.40
Cumberland Regional BOE	12/31/15	One-On-One Aide	C274-16	\$.04
Salem City BOE	12/31/15	RDS-Special Education	C320-16	\$.28
Woodbine BOE	4/30/16	Child Study Team	C759-16	\$.08

*Ayes (4) Mr. Linwood Donelson III, Mr. David Moffett, Ms. Margaret Nicolosi, Mrs. Julie Smith*                      *Noes ( )*                      *Abstain ( )*                      *Non- Vote ( )*

APPROVE TO  
WRITE OFF 2015-  
2016 RECEIVABLES  
FOR SCSSSD

Moved by Ms. Nicolosi and seconded by Mrs. Smith that the Board of Education approve Primepoint for Salem County Special Services School District. This service is for the tracking of medical benefits and benefit eligibility to satisfy ACA compliance for the district, which we currently cannot handle in-house. The cost is an estimated annualized total of \$8,706.00.

APPROVE  
PRIMEPOINT FOR  
SCSSSD

**(Pages 7914-7916)**

*Ayes (4) Mr. Linwood Donelson III, Mr. David Moffett, Ms. Margaret Nicolosi,  
Mrs. Julie Smith*                      *Noes ()*                      *Abstain ()*                      *Non- Vote ()*

Moved by Ms. Nicolosi and seconded by Mrs. Smith that the Board of Education approve a Shared Services Agreement between County of Cumberland and the Board of Education of the Salem County Special Services School District for County Aid.

APPROVE A  
SHARED SERVICES  
AREEMENT  
BETWEEN COUNTY  
OF CUMBERLAND  
SCSSSD

**(Pages 7917-7918)**

Moved by Ms. Nicolosi and seconded by Mrs. Smith that the Board of Education approve a Standard Alarm Sales/Monitoring/ Service Contract for Salem County Special Services School District-Daretown School at a rate of \$26.00 per month.

APPROVE A  
STANDARD ALARM  
SALES

**(Page 7919)**

*Ayes (4) Mr. Linwood Donelson III, Mr. David Moffett, Ms. Margaret Nicolosi,  
Mrs. Julie Smith*                      *Noes ()*                      *Abstain ()*                      *Non- Vote ()*

Moved by Ms. Nicolosi and seconded by Mrs. Smith that the Board of Education accept and approve the CAFR for the fiscal year ended June 30, 2016 and the Synopsis of Audit for the fiscal year ended June 30, 2016 and the Corrective Action Plan submitted by the Business Administrator for the Salem County Special Services School District.

ACCEPT AND  
APPROVE THE  
CAFR FOR FISCAL  
YEAR ENDED JUNE  
30, 2016

As required by NJSA 18:23-5, the following recommendations of the auditor related to the Salem County Special Services School District were read and discussed:

REC. #	SUBHEADING	CORRECTIVE ACTION APPROVED BY THE BOARD
1	ADMIN. PRACTICES & PROCEDURES	DISTRICT WILL INCREASE TREASURER'S SURETY BOND TO \$160,000.
2	FINANCIAL PLANNING, ACCOUNTING & REPORTING	UNRECORDED LIABILITY RELATED TO PRIOR YEARS HUB INVOICES RECEIVED AFTER THE CLOSE.
3		THE DISTRICT WILL FOLLOW THROUGH WITH ALLOCATION OF PRINCIPLE AND INTEREST.
4		NO CORRECTIVE ACTION IS WARRANTED AS THE ERROR WAS THE RESULT OF AN INADVERTENT DOUBLE POSTING OF A YEAR-END CASH TRANSFER WITHIN THE DISTRICT'S ACCOUNTING SOFTWARE PROGRAM.
NONE	SCHOOL PURCHASING PROGRAM	
NONE	SCHOOL FOOD SERVICE	

NONE	STUDENT BODY ACTIVITIES	
NONE	ASSA	
NONE	PUPIL TRANSPORTATION	
5	FACILITIES AND CAPITAL ASSETS	ALL FUTURE CAPITAL LEASES WILL BE DISTRICT SPECIFIC THE DISTRICT WILL FOLLOW THROUGH WITH ALLOCATION OF PRINCIPLE AND INTEREST.
6	MISC.	ADDITIONAL STAFFING AS WELL AS REASSIGNMENT OF SUPERVISION AND PERFORMANCE OF DUTIES WILL BE IMPLEMENTED.
NONE	STATUS OF P/Y FINDINGS	

**(Page 7919)**

*Ayes (3) Mr. Linwood Donelson III, Mr. David Moffett, Mrs. Julie Smith*                      *Noes ( )*  
*Abstain (1) Ms. Margaret Nicolosi*                      *Non- Vote ( )*

APPROVE TO AUTHORIZE SCSSSD TO ENTER INTO A CONTRACT WITH US OMNI EMPLOYEE BENEFITS SERVICES GROUP

Moved by Ms. Nicolosi and seconded by Mrs. Smith that the Board of Education approve to authorize Salem County Special Services School District to enter into a contract with US OMNI Employee Benefits Services Group to provide 403B compliance services.

*Ayes (4) Mr. Linwood Donelson III, Mr. David Moffett, Ms. Margaret Nicolosi, Mrs. Julie Smith*                      *Noes ( )*                      *Abstain ( )*                      *Non- Vote ( )*

**Superintendent’s Report – Special Services School District**

**Personnel:**

APPROVE PERSONNEL

Moved by Mr. Donelson and seconded by Mrs. Smith that the Board of Education approve the following:

- The increase in minimum wage from \$8.38 to \$8.44 an hour. This increase is recommended for the first pay in January 2017.
- The retroactive longevity pay for Kendel Watson at \$800 per year. Mrs. Watson was overlooked for this pay due to her for the last 3 years.
- The retroactive salary increment for Sol Flores, IA Salem Campus. Sol Flores provided the district with a copy of her Substitute Certificate making her eligible for a one time salary increment according to the negotiated contract. Sol Flores will go from IA Step 6, \$18,674 to IA Step 7, \$19,174, effective September 1, 2016.
- Andrea Stomel as a Speech Language Specialist (13 hours per week at the Salem Campus), effective December 13, 2016 through June 30, 2017 at the hourly rate of \$76.00/hour through Therapy Source.
- Employment of Deborah Lashbrook, Substitute Instructor, \$85/day, effective January 3, 2017.
- Employment of Debbie Wagner, Part-Time Non-Public Nurse, \$24/hour, effective December 15, 2016.

- Employment of Leevon Lacy, IA Upper Pittsgrove Campus, IA Step 3, \$17,974, effective December 9, 2016.
- Christina Calabrese Stone, Teacher at the Daretown School, for a clinical placement for the Spring 2017 through Rowan University for her Teacher of Students with Disabilities Certificate. Ms. Calabrese Stone will be mentored by Michelle Moore, Secondary Math Teacher. The student is required to complete 120, five days a week for six weeks.
- An unpaid Clinical Practicum Experience for Grace Leonard, Speech Therapy student, for the months of December 2016 and January 2017. Ms. Leonard will be supervised by Jane Whittinghill at the Cumberland Campus.
- An unpaid Clinical Practicum Experience, Level I, for Rachel Gavigan, Stockton University Occupational Therapy student, from February 1, 2017 through April 12, 2017. Ms. Gavigan will be doing observation once a week and will be supervised by our OTs and COTAs.
- An unpaid Clinical Practicum Experience, Level 1, for Sarah Leayman, Philadelphia University Occupational Therapy student, from March 27, 2017 through May 19, 2017. Ms. Leayman will be doing observation once a week and will be supervised by our OTs and COTAs.
- An unpaid Clinical Practicum Experience, Level II, for Jillan Randsdorp, Philadelphia University Occupational Therapy student, from March 27, 2017 through May 19, 2017. Ms. Randsdorp will be transitioning to provide OT services, fully supervised by one or our OTs.
- A salary guide for internal substitute nurses at the rate of \$100 per day from day 1 to 10, then \$120 from days 10 and beyond.
- Resignation of Jacob Poeppel, Instructional Assistant-Salem Campus, effective December 28, 2016.

**(Page 7920)**

*Ayes (3) Mr. Linwood Donelson III, Mr. David Moffett, Mrs. Julie Smith                      Noes ( )*  
*Abstain (1) Ms. Margaret Nicolosi                      Non- Vote ( )*

**Professional Development:**

Moved by Mr. Donelson and seconded by Mrs. Smith that the Board of Education approve the following professional development activities and costs associated with the activities for the 2016-2017 school year:

APPROVE  
PROFESSIONAL  
SERVICES

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Cost of Sub	Total Cost
ESY-Legal Standard/Programs/Transportation Sponsored by NJPSAFEALegal One Monroe, NJ - January 24, 2017	Todd Slimm	No Registration Fee Mileage & Tolls \$33.25	N/A	\$33.25
Mental Health Issues Bundle Sponsored by Legal One Monroe, NJ - February 9, 2017 Monroe, NJ - March 22, 2017 Online Course - Suicide Prevention	Todd Slimm	\$300 Registration Fee Mileage and Tolls - \$55.57	N/A	\$355.57

Section 504 in New Jersey <i>Sponsored by PESI</i> Mt. Laurel, NJ - February 10, 2017	Todd Slimm	\$199.99	N/A	\$199.99
Addressing Staff Mental Health Issues <i>Sponsored by Legal One</i> Monroe, NJ - February 9, 2017	Jack Swain	\$150 Registration Fee	N/A	\$150
Addressing Student Mental Health Issues <i>Sponsored by Legal One</i> Monroe, NJ - March 22, 2017	Stacy Lockwood	\$150 Registration Fee Mileage & Tolls-\$55.57	N/A	\$205.57
EIRC Becoming a Mentor Educator: Methods for Success Oct. 19, 2016 -Blueprint for Becoming a Successful Mentor Educator Blackwood, NJ	Brian Cummings	Mileage Only- Registration previously approved on 9/27/16	N/A	\$50.00

*Ayes (4) Mr. Linwood Donelson III, Mr. David Moffett, Ms. Margaret Nicolosi, Mrs. Julie Smith*                      *Noes ()*                      *Abstain ()*                      *Non- Vote ()*

**Comment: Ms. Nicolosi asked if grant funds were available.**

**Response: Mr. Donelson noted it gets harder every day.**

**Programs:**

Moved by Mr. Donelson and seconded by Mrs. Smith that the Board of Education approve the following:

- A second fundraiser for the Special Services Prom through LuLaRoe, an online clothing company. This will be organized through an online pop up boutique through hostess, Candice Evans. Orders will be placed through the personal email and facebook page of Julie D’Attilio, Teacher at the Salem Campus. A 10% contribution will be made by the hostess on every item sold. The company also contributes with matching limits on items sold. The fundraiser will run from February 16-19, 2017.
- Mr. John Bilinski, Teacher of the Cumberland Campus, to provide Handle with Care training to Oldmans Township School on January 13, 2017. Training to be provided through our Child Study Team services agreement and will be held during school hours without additional compensation.
- The following field trips for the 2016-2017 school year:

PROGRAM	LOCATION	DATE	COST	BUS COST	7% FEE	TOTAL COST
Upper Pittsgrove	Edelman Planeteria at Rowan	1/13/17	\$0.00	\$254.00	\$17.78	\$271.78
Cumberland Campus	Wood Lanes	1/20/18	\$198.00	1,350.00	\$94.50	\$1,642.50
Upper Pittsgrove	Wood Lanes	1/27/17	\$102.00	\$254.00	\$17.78	\$373.78

APPROVE PROGRAMS



Cumberland Campus	Wood Lanes	1/27/17	\$180.00	1,350.00	\$94.50	\$1,624.50
Cumberland Campus	Wood Lanes	2/3/17	\$171.00	1,350.00	\$94.50	\$1,615.50
Cumberland Campus	Wood Lanes	2/10/17	\$171.00	1,350.00	\$94.50	\$1,615.50

*Ayes (4) Mr. Linwood Donelson III, Mr. David Moffett, Ms. Margaret Nicolosi, Mrs. Julie Smith*                      *Noes ( )*                      *Abstain ( )*                      *Non- Vote ( )*

Moved by Mr. Donelson and seconded by Mrs. Smith that the Board of Education approve the revised Vended Meals Contract with Lawrence Township for the 2016-2017 school year.

**(Pages 7920-7922)**

*Ayes (3) Mr. Linwood Donelson III, Mr. David Moffett, Mrs. Julie Smith,*                      *Noes ( )*  
*Abstain (1) Ms. Margaret Nicolosi*                      *Non- Vote ( )*

**Old Business:** None

**Information Reports**

Moved by Mr. Donelson and seconded by Mrs. Smith that the Board of Education accept the Student Placement Report for the month of November. This report has been modified after the last meeting to give more accurate and greater detail to the Board of Education.

ACCEPT THE STUDENT PLACEMENT REPORT

**(Page 7922)**

*Ayes (4) Mr. Linwood Donelson III, Mr. David Moffett, Ms. Margaret Nicolosi, Mrs. Julie Smith*                      *Noes ( )*                      *Abstain ( )*                      *Non- Vote ( )*

Moved by Mr. Donelson and seconded by Mrs. Smith that the Board of Education accept the HIB report as presented. (None)

ACCEPT THE HIB REPORT

*Ayes (4) Mr. Linwood Donelson III, Mr. David Moffett, Ms. Margaret Nicolosi, Mrs. Julie Smith*                      *Noes ( )*                      *Abstain ( )*                      *Non- Vote ( )*

Moved by Mr. Donelson and seconded by Mrs. Smith that the Board of Education accept the Affirmative Action report as presented.

ACCEPT THE AFFIRMATIVE ACTION REPORT

**(Page 7923)**

*Ayes (4) Mr. Linwood Donelson III, Mr. David Moffett, Ms. Margaret Nicolosi, Mrs. Julie Smith*                      *Noes ( )*                      *Abstain ( )*                      *Non- Vote ( )*

**Principal's/Administrator's Reports**

- Cumberland Campus
- Daretown
- Salem Campus
- Upper Pittsgrove

**(Pages 7923-7925)**

**AUDIENCE PARTICIPATION II - None**

AUDIENCE PARTICIPATION II

**RECESS INTO EXECUTIVE SESSION**

RECESS INTO EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act authorizes Boards of Education to meet in executive session under certain circumstances

WHEREAS, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private session; now therefore,

BE IT RESOLVED by the Board of Education for the Salem County Special Services School District and Salem County Vocational Technical School District, that it is necessary to meet in executive session to discuss certain items involving:

1. Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically:  
\_\_\_\_\_  
\_\_\_\_\_
2. Matters in which the release of information would impair the right to receive government funds, and specifically:  
\_\_\_\_\_  
\_\_\_\_\_
3. Matters which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy, and specifically:  
Affirmative Action  
\_\_\_\_\_
4. Matters concerning negotiations, and specifically:  
STRIVE: SCVTS Negotiated Agreement  
\_\_\_\_\_
5. Matters involving the purchase of real property and/or the investment of public funds, and specifically:  
\_\_\_\_\_  
\_\_\_\_\_
6. Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically:  
\_\_\_\_\_  
\_\_\_\_\_
7. Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically:  
\_\_\_\_\_  
\_\_\_\_\_
8. Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically:  
\_\_\_\_\_  
\_\_\_\_\_
9. Matters involving quasi-judicial deliberations, and specifically:  
\_\_\_\_\_  
\_\_\_\_\_

**BE IT FURTHER RESOLVED** that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

**FURTHER RESOLVED** that the Board of Education  **will**/  will not return to open session to conduct business at the conclusion of the executive session.

INTO EXECUTIVE  
SESSION

**EXECUTIVE SESSION II**

Moved by Mr. Donelson and seconded by Ms. Nicolosi that the Board of Education adjourn into Executive Session, from which the general public is excluded, to discuss a personnel item.

The results of this session will be made public immediately after or as soon thereafter as a decision is reached, if permitted by law (9:02 p.m.).

End closed session (9:12 p.m.).

Unanimously Approved

Moved by Mr. Moffett and seconded by Mr. Donelson that the Board of Education meeting be adjourned (9:15 p.m.).

Unanimously Approved

ADJOURNED  
MEETING (9:15 P.M.)

Respectfully Submitted,

John H. Bolil

Business Administrator/Board Secretary